

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Child and Family Services Agency



**CONTRACTS AND PROCUREMENT ADMINISTRATION**

**DETERMINATION AND FINDINGS FOR  
A SOLE SOURCE CONTRACT**

**CONTRACT NO.:** DCRL-2022-A-0033

**CAPTION:** Individual/ Family Therapy Services

**PROPOSED CONTRACTOR:** Jazzmine Maddox-Coleman

**PROGRAM AGENCY:** Child and Family Services Agency

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701.

**2. MINIMUM NEED:**

The District of Columbia (“District”), Child and Family Services Agency (“CFSA”) has a need to enter into a sole source contract with MIMTS to provide Individual Therapy Services twenty-four (24) hours per day, seven (7) days a week to a ward of the District, hereinafter referred to as the client. Individual Therapy is provided to clients with serious behavioral and/or emotional problems that require more attention and individualized care than a community-based foster home can offer.

**3. ESTIMATED REASONABLE PRICE:**

\$28,080.00

**4. FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

- a) CFSA to provide services that will enable CFSA to promote permanency and provide specialized care for developmentally disabled youth presenting issues that cannot be served by traditional foster homes, group home or independent living programs.
- b) Because of the established, individual therapeutic relationship that has been established between the client and Ms. Maddox-Coleman, there is no other provider who can ensure continuity of CSOT services without having to re-start therapy at a rapport-building stage

- c) If a new CSOTP were put in place to serve Saleem, the CSOT model would require that a new psychosexual evaluation be completed, which would require yet another individual contract and the course of identifying a provider.
- d) Entering a contract, and completing an evaluation would likely take several months, during which the client would not be able to receive the necessary therapeutic services.
- e) A contract with Ms. Maddox-Coleman is needed urgently to avoid further disruption in important mental health services for the client.

After comparing the costs associated with this contract with Ms. Jazzmine Maddox-Coleman and CFSA, the anticipated costs to the District are fair and reasonable.

**5. CERTIFICATION BY AGENCY HEAD:**

I hereby certify that the above findings are true, correct and complete to the best of my knowledge.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Robert Matthews, Acting Director  
Child and Family Services Agency

**6. CERTIFICATION BY CONTRACTING OFFICER**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
Agency Chief Contracting Officer

**DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either §402 or §403 of the District of Columbia Procurement Practices Reform Act of 2010 (DC Law 18-37); D.C. Official

Code §2-354.02 or §2-354.03). Accordingly, I determine that the District is justified in using the emergency method of procurement.

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Date

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Tara Sigamoni  
Agency Chief Contracting